This schedule is for Agricultural Pest Control Adviser, Pest Control Aircraft Pilot, Designated Agents, Qualified Applicator License, and Qualified Applicator Certificate.

## **INSTRUCTIONS - IMPORTANT - PLEASE READ**

## **EXAMINATION SCHEDULING**

- 1. You must submit your completed application with appropriate fees **POSTMARKED** by the **FINAL FILING DATE** for the examination(s) and date that you have requested. If the application is **POSTMARKED after the final filing date**, you will be contacted by mail to reschedule the examinations.
- 2. Please complete the section on the application asking for the **Location and Month** in which you have selected to take your examination(s). For example, to take an examination in San Diego on April 27 29, you would write "San Diego" for the Examination Site Location and "April" for the Examination Month.
- 3. Incomplete applications and fees will delay the processing of your application. It may result in you not being scheduled for the examination date and location that you requested.

## SPECIAL EXAMINATION SCHEDULE IN SACRAMENTO

- 1. Special Examinations will be given for the Months of January, March, May, July, August, and October **only** in Sacramento. The examination will only be scheduled once during the month. **No Examinations in November and December**.
- 2. Special Examinations are scheduled for individuals who have an emergency to obtain a license or certificate.
- 3. Please call (916) 445-4038 at least 3 weeks prior to month of examination if you wish to be scheduled. Examination seating is limited, we will be scheduling on a first come first serve basis. Application and fees must be submitted and received by us prior to the exam date.

## **EXAMINATION NOTICE**

- 1. At least two weeks prior to the examination date, you will be notified by mail of the examination location, address, date, and time. If you do not receive an Examination Notice one week prior to the examination date, please call (916) 445-4038.
- 2. Once you receive your Examination Notice, please review it for any errors such as wrong license type, category, examination location and date, name etc. as no changes will be made at the testing site. Immediately notify our office by calling (916) 445-4038.
- 3. To change the Date, Examination(s) or Location you originally requested on your application: call (916) 445-4038 or fax your written request to (916) 445-4033 by the final filing date.

NOTE: The Department assigns examination locations and dates. The Department will not conduct examinations during all of the days reserved for the examination location, unless the number of persons scheduled for the location warrants it. Therefore, you will be scheduled for only one of the days reserved for the location. We are unable to accommodate exam and location changes after the **FINAL FILING DATE**.

	Exam Dates - 2004				
		February	April	June	September
Exam Location	Arcadia			June 8,9,10 Final filing date: 5/10/04	September 14,15,16 Final filing date: 8/16/04
	Bakersfield	February 3,4,5 Final filing date: 1/5/04			September 7, 8, 9 Final filing date: 8/9/04
	Dublin	<b>February 24,25,26</b> Final filing date: 1/26/04		<b>June 15,16,17</b> Final filing date: 5/17/04	
	Fresno	<b>February 3,4,5</b> Final filing date: 1/5/04		<b>June 1,2,3</b> Final filing date: 5/3/04	
	Modesto		<b>April 6,7,8</b> Final Filing Date: 3/8/04		
	Red Bluff			<b>June 8,9,10</b> Final filing date: 5/10/04	
	Sacramento	February 9,10,11 Final filing date: 1/12/04			September 7,8,9 Final filing date: 8/9/04
	Salinas				September 28,29,30 Final filing date: 8/30/04
	San Diego	February 24,25,26 Final filing date: 1/26/04	April 27,28,29 Final filing date: 3/29/04		
	San Jose		<b>April 20,21,22</b> Final filing date: 3/22/04		
	Santa Rosa		April 13,14,15 Final filing date: 3/15/04		